Training Program Management

DISAM
Defense Institute of Security Assistance Management

Identify *Your* SAO Training Responsibilities

- **Please give:**
  - **Name**
  - **Country of assignment**
  - **What you will have to do with the SAO Training Office**
- **Contrast the different types of SAO training offices and who does what.**

S.A. Training References

- **See DISAM binders**
- **All S.A. training pubs now available via: Deskbook, SAN *Training* Library, and *new* ITM web site.**
- **Contains:**
  - **SAMM, Chap 10**
  - **JSAT**
  - **DLI Instruction 1025.15**

References to Take w/You

- **Deskbook CD**
- **S.A. Software CD**
- **SAN User's Handbook, Vol II, Tng Mgt**
- **Training Program Mgt Track Exercises**
- **International Training Management web site** http://disam.osd.mil/intl_training/intl_tng_mgt.htm

Important Matl's/Documents Available to You (via Web Site)

- **State Dept IMET Allocation Message**
- **Congressional Presentation Document (CPD)**
- **Two Year Training Plan--from SAN Training Library**
- **Country Training Program Report-- data from SAN, printed by TMS**

Who You Gonna Call?

S.A. Training *Policy*

- **DSCA Training Policy - Ms. Rita Verry**
- **DSCA IMET Prog - Ms. Kay Judkins**
- **Army - Mr. Larry Ogden**
- **Air Force - Ms. Cindy Sparkman**
- **Navy - Mr. Jeff Roman**
- **Marine Corps - Mr. Paul Askins**
- **Coast Guard - Ms. Allie Peterman**

Unified Command Training Managers

- **EUCOM: Mr. Rick Dyer**

- **CENTCOM: Mr. William (Bill) Venzke**

- **PACOM: Mr. Frank Buffkin**

- **SOUTHCOM: Ms. Donna Stevens, Mr. Dave Steppy**

Mildep *Regional* Training Managers

- **SATFA - Mr. Larry Cheney (Chief), Mr. Dennis Mack**
- **AFSAT - LtCol Larry Beward, Ms. Pat Knight**
- **NETSAFA - Ms. Janie Kendrick**
- **MCCDC - Mr. Paul Askins**
- **USCG - Ms. Allie Peterman**

Program Development

Training Program Development

- **Analyze Training Objectives (Ours/Theirs)**
- **Review Country Force Structure**
- **Projected Force Structure and Training Requirements**
- **In-Country Training Capabilities**
- **Third Country/U.S. Training**
- **Training Priorities vs Funds Avail**
- **Lead Time Requirements**

Program Development Tools

- Dialogue With Host Country
- H.C. Knowledge of U.S. Training
- Knowledge of Own Service Training
- Advice of Other SAO Personnel
- MILDEP Training/School Catalogs
- Total Package Approach (TPA)

What usually happens

- **IMET--Copy *last year's* training program**

- **FMS PME Program--Copy last year's, but w/ country paying for it, more country input**

- **FMS System Sale Training--Mildep develops after much negotiation**

Catalogs and Handbooks

Formal Training Catalogs

- **Army ATTRS**
  - **http://www.asmr.com/atrrs/catalog.html**

- **Navy CANTRAC**
  - **http://www.cnet.navy.mil/netpdtc/cantrac**

- **Air Force AFCAT**
  - **http://afpubs.hq.af.mil/elec-products/pubs/af/36/36222300/36222300.pdf**

- **US Coast Guard**
  - **http://www.dot.gov/dotinfo/uscg/hq/g-ci/sectbrk.htm**

Army Training Program Handbook

- **SATFA Training Program Handbook (GreenBook)**
- **Chap's 1-7 =** *How to do* **Army Tng**
- **Chap 8 = Army training by school (only training that is in Army MASL)**
- **Now on SATFA Web Site:**
  - **http://www-satfa.monroe.army.mil/satfa/maslid.htm**

Navy Programming Guide

- **Chap's 1-5 about Navy, CG, MC training**
- **Indices**
  - **Various in Chap's 6,7,8.**
- **Course Info - Chapter 12**
  - **Marine Corps**
  - **Coast Guard**
  - **NAVSCIATTS**
  - **Navy (by CIN)**
- **Now on NETSAFA Web Site:**
  - **http://www.netsafa.navy.mil/**

USAF SA Training Program User's Guide

- **Chap's 1-22…"How to do A.F. Training"**
- **Index in Chapter 23**
  - **By MASL ID - Tab A**
  - **By Title - Tab B**
  - **By Course Number - Tab C**
  - **By Training Category - Tab D**
  - **By FTD - Tab E**
  - **By FAM - Tab F**
  - **IAAFA - Tab G**
  - **E-IMET - Tab H**
  - **MET/MTT - Tab I**
  - **Army/Navy Courses - Tab J**
- **Course Descriptions - Chapter 23, Tab K**
- **Available electronically in *Deskbook***

Programming/Requesting Training

- **Refine Training Requirement--dialog w/ country**

- **Determine Appropriate Course Using MILDEP Catalog (TMS)**

- **Obtain Required Data from MASL (TMS)**

- **Submit Training Request and Programming Data to MILDEP (TMS)**

- **Verify Addition to Training Program in Next STL data (TMS)**

Unified Command TPMR

Preparation for the TPMR

- **Thorough discussions w/Country Prior to TPMR**

- **Complete Two Year Training Plan (TMS)**

- **Complete IMET Waiver Requests, if any (TMS)**

- **Input STL Changes to MILDEPS at least One Month Prior to the TPMR. Don't Wait until you arrive at TPMR.**

Title

Objectives of the TPMR

- **Review and Coordinate** **Budget** **and** **Plan Year** **Programs**

- **Changes to** **Current Year** **Program**

- **Reconcile Policy, Programming and Planning Issues**

- **Get "Face Time" with the Person on the other end of the Phone**

- **Most importantly --** *Learn*

Definition of Different Years

- **Current Year** = 1 Oct-30 Sep. Under IMET it is also Referred to as PY = **Program Year** (Current IMET Fiscal Year)
- **Budget Year** = Current FY + 1
- **Plan Year** = Current FY + 2

Definition of Quarters

- **1st Quarter = 1 Oct - 31 Dec**
- **2nd Quarter = 1 Jan - 31 Mar**
- **3rd Quarter = 1 Apr - 30 Jun**
- **4th Quarter = 1 Jul - 30 Sep**
- ***5th Quarter* = 1 Oct - 31 Dec**
  - IMET Only
  - Charged <u>Current FY</u> Prices

TPMR Attendees

- **SAO (FSN's with CINC Approval)**
- **MILDEP/MILService Rep's**
- **Component Commands**
- **DSCA**
- **DLIELC**
- **DISAM**
- **E-IMET Schools**
- **Others**

TPMR Format

- **Conducted at/near Unified Command Installations**
- **Joint Service**
- **2 or 3 phases (5-8 Days)**
  - **SAO Training (2 days, Optional)**
  - **Planning & Policy Presentations (1-2 Days)**
  - **Program Reconciliation (3-4 Days)**

SAO Briefing

- **Host Country Capabilities**
- **Suppliers or Equipment and Training**
- **Overall Training Objectives**
- **Significant Accomplishments**
- **Future Objectives**
- **Review of Program Development**
- **Summary of BY and PY Requirements**
- **Cost Sharing**
- **ELT**
- **Waivers**

Specialized Training

Specialized Training

- **Items in training program that are different from formal school courses**
  - **Medical Support**
  - **Training Materials**
  - **Overseas Training**
  - **OJT/Observer Training**
  - **Orientation Tours**
  - **Mobile Training Teams**
  - **Field Training Services**

Unique Aspects

- **Programming**
- **Cost Factors**
- **Supporting Documentation**
- **Planning**
- **Call-Up/Final Report**

Medical Support

- **IMET - $35 per Student Training Line**

- **FMS - Normally Included as Line in FMS Case ($500/Student). Not included as WCN line on country training program.**

- **Can Charge Student or Host Country, as designated in ITO**

Training Materials

- **Language Laboratory**
  - **MASL ID - BTNGDEV "TNG Aids & Devices"**
- **English Language Pubs and Tapes**
  - **MASL ID - DBKPUBO "Books, Pubs, Other"**
- **Packaging, Crating, Handling, & Transportation**
  - **MASL ID - B/D/P OOPCHT "PCH&T"**

Formal Overseas Training

- **Done on a Limited Basis**
- **Primarily in Germany**
- **Program as do other Formal Courses**
- **Clearance, Visa, Other issues**
- **Work Closely with IMSO**

Observer and On-the -Job Training (Familiarization/Qualification Training)

- **MILDEP Policy**
- **Program as do other Formal Courses**
- **But, *Variable* Duration**
- **Complete MILDEP "Detail" Sheets**

Orientation Tours

- **Orientation Tours (OT's)**
- **Orientation Tours for Distinguished Visitors (DVOT's)**
- **Ambassador "Concurs" - IMET**
- **CONUS Escort Officer - B Line in the ISTL**
- **Very few available--hard to justify**

Upon Arrival In-Country

Immediate Actions Upon Arrival

- Get **Records** and **References** together
- Check out **TMS** to make sure Data is Loaded
- Contact your **Host Country Counterpart** at the earliest opportunity
- Contact your MILDEP and Unified Command **Training Managers** (E-mail?)

Actions to Implement Training

- **Review ISTL for training starting in the next 30 Days (TMS 1st Report Date Report)**
- **If training is scheduled, call your Host Country POC and determine:**
  - **If a Student has been selected**
  - **If the Student meets all prerequisites**
  - **Arrange to give the ECL Test**
- **Obtain Medical Screening/Security Info from Host Country**

Implementing Training (Cont.)

- Obtain **ITO Authorization** from applicable MILDEP if not already accomplished

- Start working on obtaining a **VISA** for the Student

- Issue the **Invitational Travel Order** (ITO) for the Student (TMS)

- Obtain **Airline Reservations** for the student if USG is funding travel

- Send **Arrival Message** to 1st Schoolhouse and MILDEP Training Field Activity

Other Things to Consider

- **Who is the English Language Test Control Officer (TCO)?**

- **Has the TCO been designated in writing?**

- **Do you have current ECL Materials?**

- **Do you have enough funds authorized and available to execute the program listed on the ISTL?**

Managing IMET and FMS Training

IMET Program Mgt

- **Manage within IMET program *ceiling***

- **Request training for 5th QTR as opposed to 1st QTR**

- **Meet your Expanded IMET goal**

- **STL data provided for CY, BY, PY, etc.**

- **Only data provided for Prior Year is for student still in training**

- **Do NOT allow IMET program funds to go unused at end of year--*notify* U.C./DSCA of intention not to use…..**

IMET Mgt (Cont'd)

- *Follow* **IMET constraints** in SAMM Sec. 1001
- Submit **waiver requests** as required in SAMM Para 100105 and 100108
- **Priority A** training should equal your IMET allocation
- **Priority D** is training you would like to have (approx. 10% above your ceiling)
- **Priority B** is Expanded IMET 5th Quarter
- Avoid **cancellation penalty fees**--watch the 60 day point prior to start date

Loss of IMET Funds at End-of -Year

- 5th Quarter *Fallout*

- MILDEP Year-End Obligation Problems

- Money "Anomalies" at End-of-Year

- Be honest -- give up money you will not be able to use

FMS Training Mgt

- **Manage FMS Case within FMS case *ceiling***
- **Tell Mildep which case training request is for**
- **Do NOT allow Mildep to place requested training on case in excess of case/line value**
- **Request training on FMS case belonging to the using country service, as opposed to FMS case belonging to U.S. service who owns the training**

FMS Mgt (Cont'd)

- **Remember--training for a System Sale**
  - **Air Force--line on system sales case**
  - **Army--separate FMS training case**
  - **Navy--line on system sales case, but managed by Syscom, not NETSAFA**
- **Don't allow Navy Syscoms to implement training outside of existing system--i.e. by not informing NETSAFA and SAO**

Cross Service Training

- **Training provided by more than one Mildep in a Sequence of Training**

- **IMET--managed by Mildep providing the majority of training (by duration)**

- **FMS--training from one Mildep in a different Mildep's FMS case**

Cats and Dogs

Foreign Access to SAN/TMS

- **DSCA decision that access will be allowed for Foreign Customers**

- **Programmed now for SAN and TMS**

- **Only with SAO's concurrence**
  - U.C. will coordinate any disagreements

- **Access to STL and MASL data "tailored" to applicable data desired**

- **Country can also acquire Deskbook, now, for $35/year subscription**

- **SAN/TMS at no cost--must pay own commo and computer costs**

Brooke Amendment Sanctions

- **Applies to IMET and FMS Training**
- **Students cannot report for training after Country is "Brooked"**
- **Students in Training may continue, Including already funded sequential courses**
- **No additional training may be added to Sequence**

Police Training

- **Restrictions on Police, Internal Intelligence/Surveillance, Civilian Law Enforcement Training (FAA, Sec 660)--E-IMET excepted**

- **Issue - Civilian Law Enforcement Function**

- **Country Certification that Military Police (MP) <u>Will Not</u> be Assigned to Civilian Law Enforcement Function for 2 Years - SAO File for 3 Years**

- **SAO Message to MILDEP/Info DSCA**

- **FMS Purchase of MP Training Involving Civilian Police Function Only W/DSCA Approval**

Police Training (Cont.)

- **Intelligence Training is Limited to Combat, Operational, and Joint Staff Intel**

- **Follow on Civilian Agency (i.e. FBI) Training Terminates Security Assistance Sponsorship**

The End
Training
Management 101